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6 May 1981

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MEMORANDUM FOR: Director of Data Processing

THROUGH : Executive Officer

25X1 FROM : [REDACTED]
Chief, Management Staff, ODP

SUBJECT : Management Staff Weekly Report
for Week Ending 5 May 1981

Training Requirements for IHS

25X1 ODP has forwarded the information requested by OTE concerning Information Handling Systems (IHS) training requirements. Three specific systems -- VM, Data Base, and Batch -- and one general system were identified. Agency-wide training for these systems was projected through 1985 by the Training Staff. [REDACTED]

Major Project Review

25X1 The ODP impact statements and 1979-1983 costs are being added to the Project Decision Forms prepared for 34 ODP supported major projects. Review of the 17 projects that actually meet the [REDACTED] threshold in 1981, and possibly the 17 projects whose costs ranged from [REDACTED] will be conducted within the next week. [REDACTED]

Project Activity Report (PAR)

25X1 Beginning in FY 1981, job records exceeding certain thresholds were being rejected. A decision was made that the PAR processing would not be delayed awaiting resolution of this problem but rather a retroactive manual adjustment would be made to the PAR year-to-date charges to recover the costs of these non-component-billed jobs. Work has begun on this adjustment with charges calculated for FY 1981 through January 1981.

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Concurrently, Applications is modifying the PAR to allow automatic charge-back, in the future, to customer offices for these types of records. []

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SAFE Funding

We have received a Form 1716 from NFAC transferring an additional [] for Project SAFE. Total SAFE funding for FY 1981 is now []

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Outstanding Advances

As of 6 May, there are 34 advances outstanding, none of which are delinquent. []

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Procurement

Procurement Division/OL has received bids for the Applications Training RFP and Customer Services Documentation Support RFP. The evaluation of the proposals has begun. Management Staff is participating on the Cost Evaluation Teams.

Management Staff provided an initial review of the draft Applications (B Division) Software Maintenance RFP. The final review is expected to be completed shortly and release to vendors planned for the week of 11 May. []

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Headquarters Regulations

ODP concurred without comment the following three proposed regulations: 1) [] Compliance with Security Regulations, DRAFT C, (Job #8939) and [], Same Subject, DRAFT B, (Job #9102); 2) [] Court Proceedings, Affidavits, Appearing as Witness and Arrests, DRAFT A, (Job #9571); and 3) [] The Employee, Cover, and the Northwest Federal Credit Union [] DRAFT A, (Job #9555). ODP did not concur on [], Paragraph 23, Conflicts of Interests, which prohibited coauthorship of technical articles by Agency personnel involved in contract management and contractor personnel. It was believed that a flat prohibition was not in the best interest of the Agency and that questions on the appropriateness of coauthorship should be addressed on a case-by-case basis. []

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Paperwork Reduction Act of 1980

ODP commented on an Office of General Counsel (OGC) draft analysis of the impact of the Paperwork Reduction Act of 1980 (Public Law No. 96-511) on CIA. This act, among other things,

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gives the Office of Management and Budget (OMB) broad authorities in the area of Government-wide information systems management and requires the appointment of a single individual in each Agency as a focal point for information systems management. It is the opinion of OGC that the Agency is, to a large extent, exempt because of an explicit exclusion for automatic data processing equipment (ADPE) used for intelligence activities. ODP generally concurred with the OGC analysis and suggested that OGC examine an interpretation of the exemption that would permit us to maintain a split between the individual assigned information system management responsibilities and the holder of the GSA blanket delegation of procurement authority. It was further suggested that the intelligence ADPE exemption might be interpreted as excluding us from OMB information systems management oversight deriving from the Act. OGC was asked to re-evaluate the impact of the Act in the light of ODP comments. [REDACTED]

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CRT Terminals

CRT terminals located at other Intelligence Community agencies and used to access the COMIREX Automated Management System (CAMS) were inspected by a member of Processing and a contractor's employee to ensure that security modifications to the terminals were properly installed. Corrections were made at the time of the inspection where deficiencies were found. [REDACTED]

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